



State of New Hampshire Department of Revenue Administration

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PROPERTY APPRAISAL DIVISION
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February 24, 2012

Town of Lincoln
Board of Selectmen
148 Main Street – PO Box 25
Lincoln, NH 03251

RE: 2011 Assessment Review

Honorable Members of the Board of Selectmen:

The New Hampshire Department of Revenue Administration has completed its review based on the six assessment areas specifically identified in RSA 21-J:11-a and RSA 21-J:14-b I. (c).

They are:

- A. Level of assessments and uniformity of assessments are within acceptable ranges as recommended by the Assessing Standards Board by considering, where appropriate, an assessment-to-sales-ratio study conducted by the Department for the municipality;
- B. Assessment practices substantially comply with applicable statutes and rules;
- C. Exemption and credit procedures substantially comply with applicable statutes and rules;
- D. Assessments are based on reasonably accurate data;
- E. Assessments of various types of properties are reasonably proportional to other types of properties within the municipality; and,
- F. For all revaluations including full revaluations, partial revaluations, cyclical revaluations and statistical updates conducted on or after the April 1, 2006 assessment year by either an independent contractor or an in-house assessor, a report based on the most recent edition of the Uniform Standards of Professional Appraisal Practice (USPAP) Standard 6 shall be produced.

TDD Access: Relay NH 1-800-735-2964

Individuals who need auxiliary aids for effective communication in programs and services of the Department of Revenue Administration are invited to make their needs and preferences known to the Department.

In accordance with RSA 21-J:11-a, II, the Department shall report its findings to the Assessing Standards Board and the municipality.

We are pleased to report that you have met most of the above guidelines as recommended by the Assessing Standards Board (ASB), with the exception of the following:

Item B.2 – Assessments as of April 1, 2011. It was discovered that data did not convert from the Pro-Val CAMA system to the Vision CAMA system. Therefore, some of the assessed values do not reflect what was on the property as of April 1, 2011. Attached please find the Departments' worksheets indicating the properties found that did not meet the ASB Guidelines. This issue has been addressed with Paul McKenney of Vision Government Solutions.

Item B.4-c – Current Use Assessment. It was discovered that the current use values are not calculating correctly from the land line value section to the 2011 Current Assessment values (which is used for billing). Therefore property owners in the current use program are not being billed the correct current use amount on the tax bill. I recommend the town address this issue with Paul McKenney of Vision Government Solutions to correct the problem.

The Department has assisted many communities in areas that needed attention. Please feel free to call us anytime and we would be more than willing to assist in any way we can.

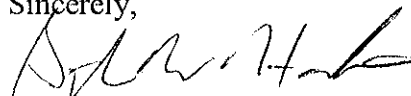
Prior to release of this report to the ASB you have an opportunity to respond to any DRA recommendations made. Your response should be made within 30 days of the date of this letter. Shortly, we will be in contact to schedule a meeting to review this report and help with any questions you may have.

Special thanks to those staff members assisting with information retrieval as well as working in an understanding and cooperative manner.

I would like to take this opportunity to remind you that pursuant to RSA75: 8-a Five-Year Valuation as well as Part 2 [Art.] 6. [Valuation and Taxation.] of the State Constitution your next town-wide reappraisal must be completed no later than 2016.

If you have any questions, feel free to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read 'Stephan W. Hamilton', written over a horizontal line.

Stephan W. Hamilton, Director
Property Appraisal Division

cc: File